



Agenda

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PUBLIC SAFETY COMMITTEE
Tuesday, August 18, 2015, 4:00 PM
Public Safety Complex
35 Camino Justicia Santa Fe, New Mexico 87508

1. Roll Call
2. Approval of agenda
3. Approval of Tuesday, July 21, 2015 minutes
4. Old business:
 - A. NONE
5. New business:
 - A. Informational-Zozobra Overview (Police Captain Marvin Paulk, Police Lieutenant James Lamb)
 - B. Proposed resolution directing staff to research options for City Departments to initiate collections of delinquent fees and payments for services rendered (Councilor Lindell, Oscar Rodriguez)
 - C. Proposed resolution declaring the City of Santa Fe, New Mexico a Hybrid Entity for purposes of HIPAA and HITECH compliance (Councilor Rivera, Therese Gheen)
 - D. Proposed resolution amending Rule 16A of the City of Santa Fe Personnel Rules and Regulations regarding drug and alcohol testing policies for Transit Division employees who perform safety sensitive functions (Councilor Lindell, Debbie Rouse)
6. Matters from Interim Police Chief Patrick Gallagher
7. Matters from Fire Chief Erik Litzenberg
8. Matters from the Regional Emergency Communications Center
9. Matters from Committee Members
10. Communications from the Floor
11. Adjournment

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INDEX SUMMARY OF MINUTES

Public Safety Committee

August 18, 2015

<u>INDEX</u>	<u>ACTION TAKEN</u>	<u>PAGE(S)</u>
Cover Page		Page 1
Call to Order and Roll Call Meeting was held at the Public Safety Complex, 35 Camino Justicia, Santa Fe, NM, a tour of the RECC continued after adjournment of the regular scheduled PSC meeting.	Councilor Dimas, Chair for the Public Safety Committee called the meeting to order at 4:00 pm. A quorum was declared by roll call.	Page 2
Review and Approval of Agenda	<i>Dr. Mier moved to approve the agenda as presented, second by Mr. Johnson, motion carried by unanimous voice vote.</i>	Page 2
Approval of July 21, 2015 Minutes	<i>Mr. Mizrahi moved to approve the minutes of June 16, 2015 as presented, second by Mr. Johnson, motion carried by unanimous voice vote.</i>	Page 2
Old Business	<i>None – Remove from future agendas</i>	Page 3
New Business A. Informational, Zozobra Overview B. Proposed resolution directing staff to research options for City Departments to initiate collections of delinquent fees and payments for services rendered. C. Proposed resolution declaring the City of Santa Fe, NM a hybrid entity for purposes of HIPAA and HITECH compliance D. Proposed resolution amending Rule 16A of the City of Santa Fe Personnel Rules and Regulations regarding drug and alcohol testing policies for Transit Division employees who perform safety sensitive functions.	<i>Mr. Harris moved to recommend approval of the proposed resolution directing staff to research options for City Departments to initiate collections of delinquent fees and payments for services rendered, second by Mr. Trujillo, motion carried by unanimous voice vote.</i> <i>Dr. Mier moved to approve the proposed resolution declaring the City of Santa Fe, NM a Hybrid Entity for purposes of HIPAA and HITECH compliance, second by Mr. Harris, motion carried by unanimous voice vote.</i> <i>Mr. Trujillo moved to approve the proposed resolution amending Rule 16A of the City of Santa Fe Personnel Rules and Regulations regarding drug and alcohol testing policies for Transit Division employees who perform safety sensitive functions, second by Mr. Mizrahi, motion carried by unanimous voice vote.</i>	Page 3-5

INDEX SUMMARY OF MINUTES

Public Safety Committee

August 18, 2015

Matters from the Municipal Court	<i>Report included in meeting packet.</i>	Page 5
Matters from Police Chief Patrick Gallagher	<i>Informational</i>	Page 5
Matters from Fire Chief Litzenberg	<i>Informational</i>	Page 5
Matters from the Regional Emergency Communications Center	<i>Informational – tour of facility following meeting.</i>	Page 5-6
Matters from Committee Members	<i>Informational</i>	Page 6
Communications from the Floor	<i>None</i>	Page 6
Adjournment and Signature Page	Meeting was adjourned at 5:15 pm	Page 6

PUBLIC SAFETY COMMITTEE
Tuesday, July 21, 2015, 4:00 pm – 5:15 pm
Public Safety Complex
35 Camino Justicia, Santa Fe, NM 87508

MINUTES

Meeting was called to order at 4:00 pm by Councilor Bill Dimas, Chair for the Public Safety Committee. Roll call reflects quorum.

1. Roll Call

Present

Councilor Bill Dimas, Chair
Joe Arellano
Peter Mizrahi
Dr. Mike Mier
Eric Johnson
Herbert Harris
David Trujillo

Absent/Excused

Dr. Nancy Owen Lewis
Mike Bowen

Others Present:

Patrick Gallagher, Interim Police Chief
Police Captain Marvin Paulk
Police Lieutenant James Lamb
Police Sgt. Christopher McCord
Mario Salbidrez, Deputy Chief, SFPD
John Schaerfl, Deputy Chief, SFPD
Erik Litzenberg, Santa Fe Fire Chief
Fran Lucero, Stenographer

The Chair welcomed and introduced the Interim Police Chief, Mr. Patrick Gallagher.

The Public Safety Committee took a moment of silence in memory of Police Chief Felix Lujan who passed away on August 17, 2015.

2. Approval of Agenda

Dr. Mier moved to approve the agenda as presented, second by Mr. Johnson, motion carried by unanimous voice vote.

3. Approval of July 21, 2015 Minutes

No changes from staff or committee members.

Mr. Mizrahi moved to approve the minutes of July 21, 2015 as presented, second by Mr. Johnson, motion carried by unanimous voice vote.

4. Old Business

Remove from future agendas.

5. New Business

- A. Informational – Zozobra Overview (Police Captain Marvin Paulk, Police Lieutenant James Lamb, Sgt. Christopher McCord)

Last years plan worked very well, no reported incidents. This year there are some changes on the scheduling; there is a 5K and 10K run and the Mariachi Concert the next day after Zozobra at Ft. Marcy Park. Arts & Crafts will set up on Thursday and the plaza will be closed and we will work to assure there is enough security downtown after Zozobra. Cross of the Martyrs will also be closed, Kiwanis has permitted this area. Kiwanis is also working with those who will be boarding the train to return to Albuquerque. This year, new software will be used to assist us in locating police staff at all times. There will be a missing child's booth this year as last year this was a need, although all children were reconnected with their parents. There will be officers at the gates to assure all children are safe and accounted for. Fiesta related events and their coordinating times were detailed for the PSC members. Normally they refer to the burning of Zozobra at dusk; the starting time will be 9:30 pm. As noted above the Mariachi Concert is also at Ft. Marcy Field and expected attendance is about 2,000 - 3,000 people.

Sgt. McCord talked about the traffic plan in detail. The Public Safety Committee members complimented the Santa Fe Police staff on an exemplary plan for handling traffic.

Member Arellano asked how many officers will be on board and how many would be transferred to the Plaza area.

Lt. Lamb said they have 25 officers in the interior and 35 in the exterior. They have volunteers from the sheriff department's that day. This is not including the traffic team, State Police and Motor Transportation. Staging for the officers will be on the plaza and they will be on a shift until 3:00 am. Lt. Lamb said he will be in command. There will be food vendors at Zozobra and as in years past they as patrons to leave; this year they will not be pushing them out quickly. They are encouraging them to eat if they are going downtown to drink.

Lt. Lamb said there would be officers posted downtown to assure that the public are routed correctly and safely to the areas they are trying to reach. There is private security for the Arts and Crafts area. The public that is going to the bars can walk through under the portals to reach their destination.

Member Trujillo said he knows that they have exhaustion fans in the parking structure and hopes they use them. Sgt. McCord said that there were so many cars idling in the parking garage last year that the exhaust fans don't function as well. The rerouting of the traffic will get them out of the parking garage rapidly.

Lt. Lamb said they will also have officers patrolling the parking garages for safety.

The Chair asked who would be monitoring that the attendees don't overdrink at the Mariachi Concert and that they are of age to be drinking.

Sgt. McCord: It was understood that the Fiesta Council is managing this effort, they are wearing a band bracelet with two punches which is easier to detect, they are only allowed 2 drinks, either 2 beers or 2 wines. They have a good plan to manage the alcohol and also for identification.

Sgt. McCord said that they will also use air support in order to have more information on traffic flow review and how to be better next year.

Member Johnson also extended his compliments to the Police and Fire Department, "the plan sounds great."

The Chair extended his compliments to SFPD on the extensive, detailed work that has been done on the plan. "Great job, thank you."

RECC will have 2 added operators on hand to handle all calls during this busy period.

- B. Proposed resolution directing staff to research options for City Departments to initiate collections of delinquent fees and payments for services rendered.

Jesse Guillen, Legislative Liaison for the City of Santa Fe provided information on the lost revenue and means to recover. This resolution will direct staff to come up with a system for collections.

Mr. Harris moved to recommend approval of the proposed resolution directing staff to research options for City Departments to initiate collections of delinquent fees and payments for services rendered, second by Mr. Trujillo, motion carried by unanimous voice vote.

- C. Proposed resolution declaring the City of Santa Fe, NM a Hybrid Entity for purposes of HIPAA and HITECH compliance.

Therese Gheen, Assistant City Attorney explained the request for approval of a resolution designating Santa Fe as a Hybrid entity for purposes of HIPAA and H-tech compliance, directing the city Manager to designate a security official and a privacy official; and appointing a HIPAA Compliance Committee. Two city functions make it a "covered entity" under HIPAA. It provides health care services through its Fire Department and has a self-insured health plan administered through the Human Resources Department with a third-party insurer. We recommend the City identify these parts as "health care components" and some other parts as "business associates" in that they might create, receive, maintain or transmit PHI on behalf of the identified health care components. Other parts of the City do not provide functions covered under HIPAA. Therefore, by designating itself as a Hybrid entity, the City will reduce compliance costs and exposure to potential liability

Dr. Mier moved to approve the proposed resolution declaring the City of Santa Fe, NM a Hybrid Entity for purposes of HIPAA and HITECH compliance, second by Mr. Harris, motion carried by unanimous voice vote.

- D. Proposed resolution amending Rule 16A of the City of Santa Fe Personnel Rules and Regulations regarding drug and alcohol testing policies for Transit Division employees who perform safety sensitive functions.

Debbie Rouse from the City Risk and Safety Department stated that it had been requested who would be the person to answer any questions on drug testing and who would testify on the policy and procedure. Rule 16A needs to be amended to be consistent with the requirements of the Omnibus Transportation Employee Testing Act of 1991 and Federal Transit Administration Regulations, 49 CFR Parts 655 which sets standards for the collection and testing of urine and

breath specimens; and Rule 16A is intended to achieve a drug and alcohol-free workplace and to reduce the probability of accidents or incidents related to the use and/or abuse of alcohol and other drugs by employees and to establish procedures for drug and alcohol testing and to encourage early intervention through supervisory involvement.

Mr. Trujillo moved to approve the proposed resolution amending Rule 16A of the City of Santa Fe Personnel Rules and Regulations regarding drug and alcohol testing policies for Transit Division employees who perform safety sensitive functions, second by Mr. Mizrahi, motion carried by unanimous voice vote.

6. Municipal Court

Report included in packet.

7. Matters from Interim Police Chief Patrick Gallagher

Thank you for the nice welcome. Chief Gallagher said he has taken time to assess the department and to date he is very impressed with the work that is being done on the police force. One of the main things he is doing right now is listening; communication is important and key to success of the Santa Fe Police Department. Chief Gallagher said that there are 17 vacancies right now. There are 17 candidates in background check and 5 in the Academy. Discussion will continue with the City Manager on how to increase recruitment. Chief Gallagher welcomes input from the Public Safety Committee members.

Chief Gallagher addressed the concerns from the last week escape of the inmate. All steps were taken to assure public safety of this community. The Chair said that he feels everything that was done by the Police Department was what had to be done to capture this individual.

Member Arellano said he is proud to say that the SFPD has a great team on board.

The Chair said starting next month he would like to discuss the property crime comparisons.

The Chief said he is working not only on burglary but the 7 crime areas that need to be monitored.

The Chair would like to see a correlation of what is happening with the drug tip line and other reports. He would like this to be placed on future agendas.

The Chair said we have two great Deputy Chiefs, Mario Salbidrez, Deputy Chief, SFPD John Schaerfl, Deputy Chief, SFPD.

8. Matters from Santa Fe Fire Department

Fire Chief Erik Litzenberg

The academy of 17 – is in their home stretch. 18 weeks class they are in the last 3 weeks. Graduation is September 10th at the Convention Center and invited the PSC members to attend.

Chief Litzenberg said that they have been sending firefighters to help with the California Fires. “We are doing what we can to assist in a time of need.”

9. Matters from the Regional Emergency Communications Center

Thank you for being here to tour the center today.

July Calls:

21 calls on drug tip hotline

Mr. Martinez has met with Lt. Lamb and they have come up with a process on how to track the calls. The Chair asked Deputy Chief Salbidrez on the status of the bumper stickers with the drug hot line number. With the calls down there is a concern that we aren't getting the word out. Deputy Chief Salbidrez said that the stickers are in most of the black and white units and he will find out the status of the bumper stickers and report at next meeting.

Mr. Martinez said that there was a tremendous amount of incoming calls during the escape of the inmate. The outbound calls from RECC go out to the residents in the area to let them know about the incident and their safety during a crisis time. Mr. Martinez said they have a unique call out system for specific incidents that provide information to the residents in areas of concern.

The Chair said we need to get the word out on Nixel. There should be a method to get this out to the public.

Mr. Harris asked what formalized training do the 911 Operators have.

Mr. Martinez said it is a very long process to train a 911 operator. The total process to train an operator is a full year, there is an RECC Academy they all go through and they are licensed by the state as an EMD. Turnover is high with the types of calls they handle and long hours.

Member Johnson said that these phone calls are very important to the elderly; they are not using high tech methods to get information. Thank you for making these calls.

10. Matters from Committee Members

None – Tour of the RECC continued after adjournment of meeting.

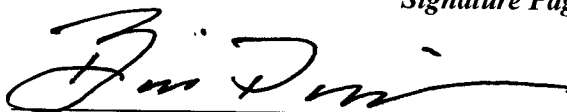
11. Communications from the Floor

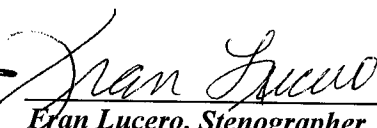
None

12. Adjournment

There being no further business to come before the Public Safety Committee the Chair called for adjournment at 5:15 pm.

Signature Page:


Councilor Bill Dimas, Chair


Fran Lucero, Stenographer